



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 Phone: 573-751-6400 FAX: 573-751-6010
RELAY MISSOURI for Hearing and Speech Impaired 1-800-735-2966 VOICE 1-800-735-2466

Richard C. Dunn
Director



Bob Holden
Governor

We are pleased to provide you with information necessary for the transfer of ownership for your home health agency. The Missouri Department of Health and Senior Services is responsible in determining whether home health agencies meet, and continue to meet, the standards set forth for licensure.

CSR 197.420 RSMo requires a 90 day prior notice to allow adequate time to process all necessary procedures for a change of ownership. A license for a home health agency **cannot** be transferred or reassigned. When a home health agency is sold or ownership is transferred, the license of the agency is **voided** and a new license **must be issued**. This office has the option to conduct an on-site survey as a result of a change of ownership.

Enclosed are license application forms, ownership forms and various other informational items. If prior recommendations from this office have been completed and your home health agency is eligible for a license, the forms should be completed and returned. Proof of registration with the Secretary of State's office must accompany the license application along with the annual license fee of \$600.00. Licensure fees are accepted by check, bank draft, or money order payable to the Missouri Department of Health and Senior Services using the enclosed pre-addressed envelope.

In addition to the accompanying information, we are enclosing the Missouri Licensure Law. At this time, regulations pertaining to this law have been implemented. However, 197.455(1) requires that "the rules and standards adopted shall not be less than the standards established by the Federal government for home health agencies under Title XVIII of the Federal Social Security Act." For this reason, (a copy) Medicare Conditions of Participation are also enclosed. Compliance with state law will be based on these conditions.

To aide in determining if you are in compliance with the licensure requirements, this office is available to consult with you by telephone regarding organizational structure, bylaws, policies and procedures, staffing, etc. Please do not hesitate to communicate with this office by sending your questions to: Missouri Department of Health and Senior Services, Unit of Home Care and Rehabilitative Standards, P.O. Box 570, 912 Wildwood Drive, Jefferson City, MO 65102 or by calling 573/751-6336. Additional information regarding licensure and current home health issues is available on our website at http://www.dhss.state.mo.us/Home_Health.

Sincerely,

Lisa Coots, R.N., Administrator
Unit of Home Care and
Rehabilitative Standards

www.dhss.state.mo.us

The Missouri Department of Health and Senior Services protects and promotes quality of life and health for all Missourians by developing and implementing programs and systems that provide: information and education, effective regulation and oversight, quality services, and surveillance of diseases and conditions.

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER: Services provided on a nondiscriminatory basis.